

Centennial City Clerk

Monthly Report

MAY 2012

Activity

Boards and Commissions

During the month of May, the City Clerk staffed two evenings of interviews for the Board of Review and the organizational meeting for the Election Commission Ad Hoc Appointment Committee.

City Council Meetings

The City Clerk and Deputy City Clerk staffed three City Council meetings in May. Audio recordings of each meeting and approved minutes are available via the city's web site at www.centennialcolorado.com.

Senior Commission

The City Clerk staffed the Senior Commission meeting of May 8th. This function includes agenda and packet preparation, posting and attending meetings, maintenance of the Senior Commission web pages and responding to citizen inquiries.

Liquor Licensing

The Centennial Liquor Licensing Authority conducted a Public Hearing on May 17, 2012 for a new Hotel/Restaurant Liquor license application from PDO Holdings, LLC, dba Pizzeria Di Olinto, 12023 E. Arapahoe Road, Centennial. The LLA approved this application.

An application for a transfer of a Hotel/Restaurant Liquor license was received from Dou Dou Inc, dba Wild Basil, 8247 S. Holly Street, Centennial. This application was previously held by Wild Basil Inc. The application was approved and sent to the State of Colorado for their approval.

Two applications for a Special Events Permits were received and processed in May. The Edelweiss Preservation Foundation was granted a Special Event Permit for their May Fest celebration at 6878 S. Yosemite Street, Centennial, on May 25th and 26th. The Gabby Kruase Foundation was granted a Special Event Permit for their fundraising event at 9555 E. County Line Road, Centennial on June 2nd.

Nine (9) renewal applications were processed by the Deputy City Clerk in May.

Four (4) Special Occasion Alcohol Permit applications were processed and approved by the City Clerk's office in May. Three (3) permits were issued for the Large Shelter and one (1) permit was issued for the Coffee Shelter in Centennial Center Park.

Passports

Two-hundred twenty-six (226) passport applications were accepted and sent to the U.S. Department of State in May. Ninety-seven (97) photos were taken.

Public Records Request

The City Clerk's office processed six (6) public records requests in May. All requests were completed in a timely manner according to the Colorado Open Records Act.

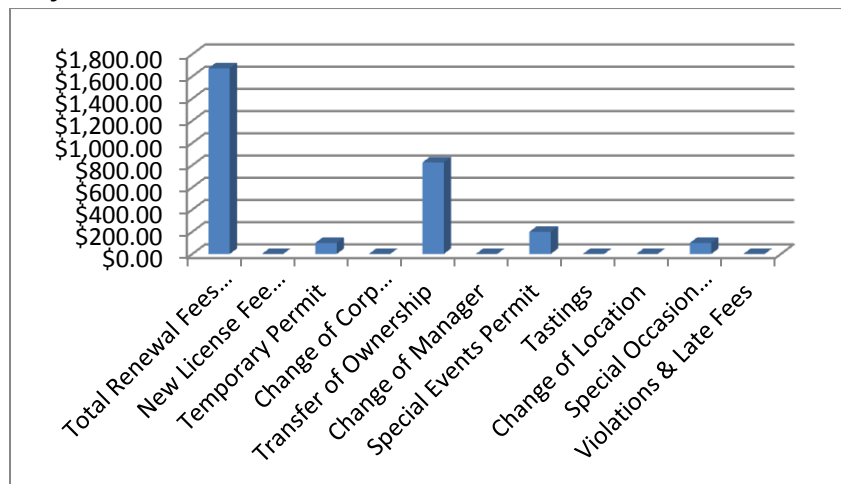
Fees

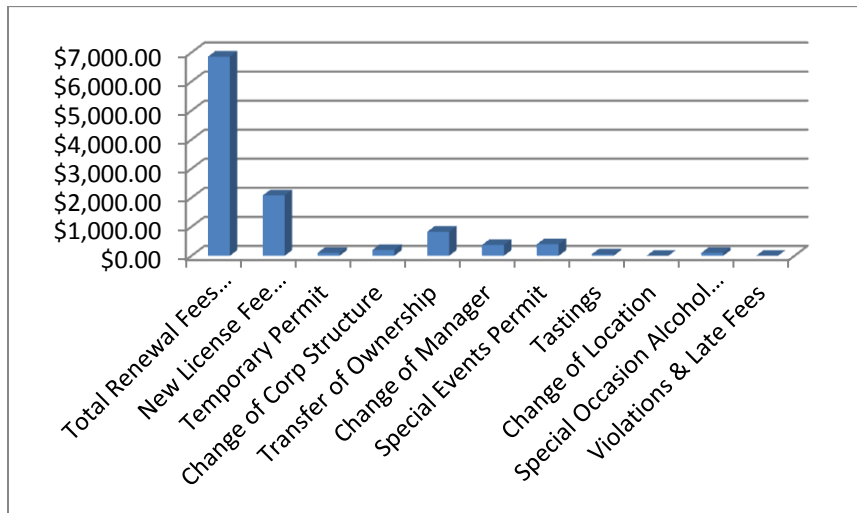
Liquor Licensing

Total Licensing Fees Collected May 2012: **\$2,897.50**

(Compared to Total Licensing Fees Collected in May 2011: \$4,299.16)

May 2012



Year to Date**Passports**

Total Passport Fees Collected May 2012: **\$6,620.00**

Execution Fees to the City of Centennial: \$5,650.00

Photo Fees Collected: \$970.00

Public Records Request

Total Public Records Request Fees Collected May 2012: **\$0.00**

Year to Date Total Fees Collected 2012: **\$1,087.50**

Total Fees Collected by the City Clerk's Office Year to Date (2012): \$29,371.25

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES	PAWNBROKER FEES
\$10,983.75	\$1,087.50	\$ 17,300.00	\$0.00

